



DEFENSE LOGISTICS AGENCY

AMERICA'S COMBAT SUPPORT LOGISTICS AGENCY



How to Enroll Application for Participation

Last Updated July 14,
2011



Enrollment

- To enroll in the 1033 Program:
 - An LEA must complete an Application for Participation
- The Chief Executive Official of the LEA must sign the application.
- The State Coordinator will validate / sign the application and forward to LESO for approval.
- LESO will approve / disapprove within 1 business day.
- Once approved, the LEA will receive a letter of “Authorization to Screen Property”.



Application Information

- Located on our website:
 - <https://www.dispositionservices.dla.mil/rtd03/le>
so/ -“Forms” tab
 - “LEA Application for Participation”
- Form fillable
- Digital signature capable



Common Mistakes

- New or Update Box not checked at the top of the form
- P.O. BOX – Must be a physical address
 - P.O. Box may be entered in the Mailing Address Block
- Not legible – Form Fillable and can be typed
- No SIGNATURES on application
- No Screeners listed
 - An LEA is authorized up to four screeners.
 - If an LEA requests Weapons or Aircraft, there must be a designated POC for each commodity.

Application for Participation

LAW ENFORCEMENT AGENCY (LEA) APPLICATION FOR PARTICIPATION				CLEAR
*This application must be updated and resubmitted within 30 days of any changes or on an annual basis				
NEW <input type="radio"/>	UPDATE <input type="radio"/>	SCREENER ID (Update Only): _____		
AGENCY: _____				
PHYSICAL ADDRESS (No P.O. Box): _____				
MAILING ADDRESS (If different than above): _____				
CITY: _____		STATE: _____		
ZIP: _____		EMAIL: _____		
PHONE: _____		FAX: _____		
NUMBER OF COMPENSATED OFFICERS WITH ARREST AND APPREHENSION AUTHORITY				
FULL-TIME: _____		PART-TIME: _____		RESERVE: _____
SCREENER(S) POC: MUST HAVE AT LEAST ONE				
*MAIN POC: Designated POC for calls and emails on 1033 Program requests and property pickup				
SCREENER/MAIN POC: _____				
SCREENER/POC #2: _____				
SCREENER/POC #3: _____				
SCREENER/POC #4: _____				
WEAPON POC (Optional): _____				
AIRCRAFT POC (Optional): _____				
INVENTORY CHECK				
Does the Agency currently have any equipment from the 1208/1033 Program? YES <input type="radio"/> NO <input type="radio"/>				
WEAPONS: YES <input type="radio"/> NO <input type="radio"/> AIRCRAFT: YES <input type="radio"/> NO <input type="radio"/> WATERCRAFT: YES <input type="radio"/> NO <input type="radio"/>				
TACTICAL VEHICLES: YES <input type="radio"/> NO <input type="radio"/> OTHER CONTROLLED PROPERTY: YES <input type="radio"/> NO <input type="radio"/> DEMILA: YES <input type="radio"/> NO <input type="radio"/> (LESS THAN A YEAR OLD)				
*By signing this application, the Chief Executive Official/Head of Agency (Local Field Office) is aware of 1208/1033 Property currently in the possession of their department.				
*Upon acceptance into the 1033 Program, I understand that I have 30 days to familiarize myself with the State Plan of Operation and all 1033 Program guidance that is provided by the State Coordinator and that by signing, I certify that all information contained above is valid and accurate.				
CHIEF EXECUTIVE OFFICIAL/		DATE: _____		
HEAD OF LOCAL AGENCY		PRINTED NAME		
		SIGNATURE		
STATE COORDINATOR:		DATE: _____		
(NOT REQUIRED FOR FEDERAL)		PRINTED NAME		
		SIGNATURE		

Insert the Screener ID for all updates.

Ensure all contact information is accurate.

If printed versus typed, please make sure the print is legible.

Note that we have added a mailing address section (if different than the physical address) based on your feedback.

Applications must be updated annually or as changes occur.